

Revised Close Out Summary Report

The Alaska Community Initiatives Project Conducted by the Alaska Humanities Forum and the U.S. Department of Agriculture For The Denali Commission: Project Number 0008-DC-1999-16 November 30, 2001

Work Item

The Community Toolbox Project provides communities with tools to make decisions about development that reflect the values of the residents. The toolbox is designed to be usable by Alaska rural villages. The Scope of Work called for the development of the following deliverables.

1. The Community Strategic Plan: Guide & Forms:

This document includes:

1. A step-by-step guide to create a community plan
2. Forms to use in the development of the plan including:
 - a. A description of the community
 - b. Community Values and visions
 - c. Goals and measures of success
 - d. Key to a community map
 - e. Assessment of capital projects, infrastructure, economic development, social health and cultural services, job training, education and the environment.
3. A Sample Map, Community Survey tool and other Plan Resources.

2. Single Point of Entry Pre-Federal Agency Application

Many federal agencies in Alaska met to develop a single point of entry pre-federal agency application so one form could be used by all agencies. While the Denali Commission succeeded in developing the Memorandum of Understanding among all federal and state agencies, the agencies were unable to agree upon a single application form due to differences in enabling legislations. This work remains to be coordinated by a federal coordinating committee.

3. Alaska Community-Based Directory of Rural Resources

This is a document that allows a community to look up specific needs and find what resources are available for a particular improvement? Topics include:

Communications,	Community Buildings and Facilities,
Community Services,	Economic Development
Equipment,	Government,
Housing,	Natural Resources,
Transportation	Utilities.

4. Map

- a. The content of a map showing the steps to take in developing a plan appears on page 21 in the Planning Guide.
- b. Form number 8 in the "Forms Section", starting on page 43 of the Planning Guide shows a community how to identify the available information based on the status of community development.
- c. Form number 9 provides a guide to existing community support services.

5. Project Scoping Sheet

Form 21 in the Planning Guide is a Project Scoping Sheet, which can assist a community to identify the elements of a particular project. Additionally, USDA has provided communities with project description forms through the Economic Development Funding Forums.

6. Three Page Walking Plan

This element of the scope of work was not produced as a three-page product. The content of a community's needs and plan are incorporated into the text and forms of the Planning Guide, but are not a discrete independent product.

7. "How to" Management Guide

This element of the scope of work was not executed. Through meetings with several organizations, including the First Alaskans Foundations, EDA, and the BIA, it is apparent that other agencies and organizations would be providing assistance to communities in the areas of budgeting, record keeping, contracting, accounting and collections. Additionally, the Economic Development Funding Forums are providing a great deal of support in the management of community infrastructure projects.

PROJECT MILESTONES

June –December 2000

Community Strategic Planning Guide

- Assembled a two-person staff, planned approach to the development of the Tool Box and set up office space at the Alaska Humanities Forum.
- Prepared the first draft of the Community Planning Guide and distributed it to all villages and rural communities, as well as state and federal agencies for review and comment. Requested comments by January 2001.
- Delivered presentations about the Planning Guide and the Tool Box to numerous communities and organizations, such as the Alaska Federation of Natives, Southwest Alaska Municipal League Conference, and the Funding Forums in Nome, Bethel and Kodiak.
- Developed the art and poetry contest to involve rural youth. Sent contest flyers to 400 schools in rural Alaska.

Rural Resource Directory

- Prepared questionnaire for all state and federal agencies regarding resource information for the directory.
- Coordinated with the AK Dept of Community and Economic Development on the design of the database for the directory.
- Entered all data into a computer and produced the Draft Resource Directory. Distributed the draft for review and comment to government agencies and communities.

January- June 2001

Community Strategic Planning Guide

- Conducted the student art and poetry contest and scanned all entries onto CD for use in the report
- Integrated comments into the final draft and edited of the Planning Guide
- Issued RFPs for the report design and printing
- Produced the report and distributed it to communities, tribal entities and agencies throughout Alaska (distribution list is attached)
- Delivered presentations about the Community Planning Guide to numerous audiences and at funding forums in Copper Center, Dillingham and Fairbanks

Rural Resource Directory

- Reviewed and integrated agency comments into the Resource Directory
- Revised lay out and prepared final design of the Directory
- Issued RFP for printing completed documents

Web-based Access

- Both the Community Planning Guide and the Rural Resource Directory are available on line at the Denali Commission's site, www.Denali.gov
- The USDA will maintain comments from agencies and communities regarding both the Directory and the Planning Guide. During 2002 USDA personnel will update the materials based on the comments received during the previous year.